

SAN FRANCISCO FIRE DEPARTMENT

BUREAU OF FIRE PREVENTION

Small Business Checklist - Restaurant for 49 or Fewer Occupants

Address	<ul style="list-style-type: none"> • Posted and visible from street. • Minimum of 4" numbers on contrasting background color.
Egress	<p>Can require exit signage above the door, but technically don't need if less than 50 occupants and only 1 exit is required.</p> <ul style="list-style-type: none"> • Exit door openable from inside without the use of a key or special knowledge or effort. • "Unlocked During Business Hours" sign. • Illuminated means of egress. • Clear path of egress.
Fire Extinguishers	<ul style="list-style-type: none"> • Current State Fire Marshal Service Tag. Checked annually. • One 2A-10BC for each 3,000 square ft of floor area. • One 40 BC for each kitchen with commercial cooking equipment. (max. travel distance: 30 feet) • Class K fire extinguisher where combustible cooking media is used (vegetable or animal oils and fats) (max. travel distance: 30 feet). • Mount securely on wall or in an approved cabinet • Extinguisher shall be mounted along normal path of egress travel, so extinguishers are available to occupants when evacuating.
Hood and Duct System	<ul style="list-style-type: none"> • Shall be inspected by a qualified individual at the intervals listed below: <ul style="list-style-type: none"> ◦ Every 3 months for high-volume cooking operations such as 24-hour cooking, charbroiling or wok cooking. ◦ Every 12 months for low-volume cooking operations such as places of religious worship, seasonal businesses, and senior centers. ◦ Every month for cooking operations utilizing solid fuel burning cooking appliances. ◦ Every 6 months for all other cooking operations. • If during the inspection it is found that hoods, grease removal devices, fans, ducts, or other appurtenances have an accumulation of grease, such components shall be cleaned by qualified personnel. • Place inspection and cleaning tags in a conspicuous location.
Storage	<ul style="list-style-type: none"> • Prohibited in boiler, mechanical and electrical rooms. • Store combustible liquids in fireproof cabinets. • Keep storage 18" below sprinkler heads. • Non sprinklered – 24" below the ceiling • Prohibited in path of egress.
Fire Alarm (If installed)	<ul style="list-style-type: none"> • Annually required Fire Alarm maintenance and Inspection. Inspection tag by qualified personnel. • Make sure no warning lights are illuminated on the fire panel.

Note: This is a general checklist. Your business might require additional items based on occupancy, type of building, or business.

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Maximum Occupant Load Sign	<ul style="list-style-type: none"> • Posted in a conspicuous location.
Fire Sprinklers/ Standpipe (If installed)	<ul style="list-style-type: none"> • Required 5-year sprinkler and standpipe maintenance and inspection. Inspection tag by qualified personnel. • 18" clearance around and below each sprinkler head.
Electrical Systems:	<ul style="list-style-type: none"> • No overloading of any electrical socket • No "daisy" chaining (Plugging two or more extension cords together to extend the reach of power) • Extension cords shall not be used in lieu of permanent wiring. • 3 feet clearance around electrical panels.
Water Heater	<ul style="list-style-type: none"> • 3 feet clearance around gas water heaters.
Misc.	<ul style="list-style-type: none"> • Existing ground floor pipe casing holes shall not be covered. • Post Current Annual Business License and Operational Permits from Tax Collector in a visible place for inspector to see.
Additional Information	<p>Below is a partial list of activities that requires an annual Fire Department permit. Call the Fire Department Permit section at 628-652-3260 if you have questions regarding permits for your restaurant.</p> <ul style="list-style-type: none"> • Aerosol Products • Compressed gases • Carbon dioxide for beverage dispensing • Cryogenics • Cutting and Welding • Hot work roofers, jewelers, metal shop using saws to cut and creating sparks • Flammable and Combustible Liquids • Storage of gasoline, diesel, car oil, • Floor finishing • High Piled storage • LP-gas (propane) • Use of propane for cooking i.e., propane/butane torches • Use of propane for forklifts • Use of propane for welding and roofing operations • Mobile Food Preparation Vehicles – Food Trucks • Open Flames and Candles • Use of sternos

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